



Missouri WAP Technical Newsletter

DOE Quality Work Plan Updates:

Technical Manual Update

An updated PDF version of Missouri's SWS aligned Technical Manual was distributed to subgrantee Weatherization Directors and technical leads as an attachment to an email sent March 23, 2015. A document listing all of the updates by section and page number was also attached. Additional copies of the manual or portions of the manual should be printed from that version as needed. The manual can also be accessed at: http://energy.mo.gov/energy/weatherization_documents/WAP%20Technical%20Ops%20Manual%202015%20plus%20attachments.pdf

Inspection and Monitoring of Work by QCI's

Beginning July 1, 2015, all units reported to DOE as completed, must be inspected and signed off by a certified quality control inspector (QCI) to ensure compliance with the specifications outlined in the SWS. Currently, there are 27 fully certified QCI's in Missouri's WAP network. Our records indicate that thirteen subgrantees have at least one QCI at this time. **Agencies who submit homes with a final inspection date on or after July 1, 2015, will not be reimbursed for that home if it has not passed a final inspection by a QCI.**

QCI Deadline and Mandatory Corrective Action Plan

DED/DE would like to see all agencies have at least one certified QC inspector by May 1, 2015. If an agency does not have a QC inspector on staff by May 1, then the agency will need to provide DED/DE a corrective plan of action, explaining how they expect to get completed homes inspected in accordance with DOE policy. This plan must include steps the agency will take in the event current agency staff do not pass the written and/or field exam and do not get certified by June 30, 2015. This plan may include sharing a certified QC inspector from other agencies, hiring a QC inspector through a procurement process, etc. **This plan of action will be due to DED/DE by May 10, 2015.**

Technical Updates and Reminders:

Mandatory Measures

Mandatory measures listed in Table XI-I of the Technical Manual (page 154) are required to be evaluated on every home. Only those measures which cannot be installed due to legitimate reasons, such as health and safety concerns, may be removed or omitted from the computerized audit. If any mandatory measure is not evaluated, a comprehensive explanation outlining why the measure was not evaluated must be included in the client file. In the "Library Measures" tab of the Setup Library for both NEAT and MHEA, all mandatory measures should be checked as "Active".

Heating System Evaluation

All heating systems **must** be evaluated for replacement as an energy conservation measure (ECM). When evaluating a heating system for replacement as an ECM, the "**Evaluate All**" option should be selected in the Replacement System field of the computerized audit.

All electric furnaces must be evaluated for replacement with a heat pump as an ECM. When evaluating electric furnaces for replacement as an ECM, the "**Evaluate Replacement with Heat Pump**" option should be selected in the Replacement System field of the computerized audit.

If a furnace needs to be replaced for Health and Safety reasons, such as a cracked heat exchanger, it should **first be evaluated as an ECM** prior to spending H&S money. If the replacement is **not** determined to be cost effective and must be replaced as a Health & Safety (H&S) measure, only then should a "Replacement Mandatory" option be selected in the Replacement System field. The "Include in SIR" box must be unchecked for the replacement to be included in the List of Recommended Measures as a H&S replacement.

Natural Draft Water Heater Depressurization Variance

If a natural draft water heater is located in a CAZ with marginal depressurization but passes spillage under worst-case, a variance is allowed as follows: If CAZ testing indicates depressurization between -2 and -5 Pascals, the following remedies are acceptable in lieu of modifications performed to reduce the depressurization to -2 or less for stand-alone units or -3 or less for commonly vented units:

1. Provide a spill switch to interrupt fuel supply if spillage occurs
-OR-
2. Provide a spill alarm on the water heater and install an additional CO alarm in the CAZ.

Mandatory Pressure Pan Testing

Pressure pan testing is required during initial audits and during final inspections at all homes with ducts located outside the pressure boundary. Pressure pan testing is required for all mobile homes. If the median pressure pan reading is 4 Pascals or more and/or if one reading is more than 8 Pascals during the initial audit, duct sealing is usually cost effective. After duct sealing, no more than 3 registers should have a pressure pan reading of greater than 2 Pascals. No single register should have a pressure pan reading of greater than 4 Pascals. The general goal is for each register to have a pressure pan reading of 1 Pascal or less.

Installation of CO Alarms

CO alarms must be installed if not present in every home receiving weatherization services. CO alarms will be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms in accordance with *ASHRAE* 62.2 and authority having local jurisdiction. **CO alarms must be installed by the end of the first day of any work commencing at the home.**

Incidental Repair Measures (IRM)

DOE defines incidental repairs as "those repairs necessary for the effective performance or preservation of weatherization materials." Incidental repairs must be directly tied to an Energy Conservation Measure (ECM). An incidental repair justification form must be completed and included in the client file. The form must state what ECM the IRM is tied to and how the IRM will protect or ensure the effective performance of the ECM that it is tied to.

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